

MINUTES

MIDWESTERN INTERMEDIATE UNIT IV BOARD

June 25, 2014

453 Maple Street, Grove City, PA 16127

Members Present: Joseph Boltz, Cedric Butchy, J. Dayle Ferguson, Lynn Foltz, Merle Glass, Karen Houk, Richard Roberts, Richard Rossi, John Tucker, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Laura Urbach, Kim Eaton, Brenda Marino, Toby Woodward, Jill Manczka, John Suchonic, Scott Powner (Act 93), Melissa Wyllie, Cindy Kniess (PSEA), and Michael Lucidore.

- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed nine members present.
- III. Minutes of the May 28, 2014 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mr. Tucker, seconded by Mrs. Houk, with all members present voting in favor.
- IV. On a motion by Mrs. Houk, seconded by Mrs. Ferguson, with all members present voting in favor, the Agenda was approved with the following additions:
 1. ADDITION: Program Budget – Act 89 Nonpublic School Services (14-15)
 2. ADDITION: Program Budget – Title I Nonpublic Administration (14-15)
 3. ADDITION: Resignation – Alexandra Whaley
 4. ADDITION: Increase in Days – Caitlin Wallenhorst
 5. ADDITION: 2014-15 Substitute – Melissa Spring
 6. ADDITION: 2014-15 Substitute – Judy Humphrey
 7. ADDITION: 2014-15 Substitute – Barbara Yaroschak
 8. ADDITION: Contract Authorization – (Special Education) Sign Language Interpreting Professionals
 9. ADDITION: Contract Authorization – (Special Education) VNA Complete Care
 10. ADDITION: Contract Authorization – (State & Federal) Sandy Rosario
 11. ADDITION: Contract Authorization – (State & Federal) Maria Searcy
 12. ADDITION: Contract Authorization – (State & Federal) Karen Addison-Williams
 13. ADDITION: Contract Authorization – (State & Federal) Bonita Allen
 14. ADDITION: Contract Authorization – (State & Federal) Paul Jones
 15. ADDITION: Contract Authorization – (Technology) Follett
 16. ADDITION: Appointment of Labor Counsel – Mark Wassell, Esq.
 17. ADDITION: 2014-15 Insurance Package
 18. ADDITION: Tyler Technologies Package

President

Secretary

MINUTES, June 25, 2014

V. NEW BUSINESS

A. Program Budgets

On a motion by Mr. Rossi, seconded by Mr. Tucker, with all members present voting in favor, the following attached program budgets were approved:

<u>Budget</u>	<u>Amount</u>
WIA Program Svc for Older Youth (14-15)	\$ 55,200.00
In-School Youth Program 7 th & 8 th Grade (14-15)	\$ 30,000.00
In-School Youth Program 9 th & 10 th Grade (14-15)	\$ 40,000.00
In-School Youth Program 11 th & 12 th Grade (14-15)	\$ 130,000.00
Federal ABE/GED (13-14)	\$ 122,063.00 – <i>revised</i>
State Core Special Education (14-15)	\$13,950,000.00
IDEA School Age (14-15)	\$10,689,602.00
Transportation (14-15)	\$ 225,700.00
State Early Intervention/EI Access (14-15)	\$ 5,255,000.00
IDEA 611 –Component 1 (14-15)	\$ 735,442.00
IDEA 619 (14-15)	\$ 377,371.00
PA Institute for Instructional Coaching (14-15)	\$ 42,381.00
School-Age Access (14-15)	\$ 410,000.00
Education for Homeless Children & Youth (14-15)	\$ 185,000.00
PA Institute for Instructional Coaching (13-14)	\$ 40,778.00 – <i>revision</i>
State Core Special Education (13-14)	\$14,600,000.00 – <i>revision</i>
Act 89 Nonpublic School Services (14-15)	\$ 1,653,176.00
Title I Nonpublic Administration (14-15)	\$ 13,491.00

President

Secretary

MINUTES, June 25, 2014

V. NEW BUSINESS (continued)

B. Financial Statements and Bills

On a motion by Mrs. Houk, seconded by Mr. Rossi, with all members present voting in favor, the following financial statements and bills for the various IU Budgets were accepted:

FINANCIAL STATEMENTS

1.	IU General Fund (White)	\$ 3,862,370.00
2.	Nonpublic Schools (Blue)	\$ 1,668,661.00
3.	Special Education (Yellow)	\$ 20,027,000.00
4.	Federal Programs/Projects (Pink)	\$ 74,570,220.00
5.	Frew Mill School (Green)	\$ 0.00
	TOTAL	\$100,128,251.00

BILLS

1.	IU General Fund (White)	\$ 1,650,991.91
2.	Nonpublic Schools (Blue)	\$ 73,398.68
3.	Special Education (Yellow)	\$ 87,540.40
4.	Federal Programs/Projects (Pink)	\$ 3,631,974.65
5.	Frew Mill School (Green)	\$ 0.00
	TOTAL	\$ 5,443,905.94

The President called for an Executive Session beginning at 7:42 p.m. and ending at 9:25 p.m. for the discussion of personnel matters.

C.1 NonBargaining Unit Compensation Plan – Act 93

On a motion by Ms. Foltz, seconded by Mrs. Houk, with all members present voting in favor, the 2014-15 Compensation and Benefits Agreement for the Act 93 Group was approved with a 2.5% salary increase as presented in the attached listing, in addition to incorporating voluntary changes made to the 2013-14 medical benefits.

President

Secretary

MINUTES, June 25, 2014

V. NEW BUSINESS (continued)

C.2 NonBargaining Unit Compensation Plan – Non Act 93

On a motion by Mrs. Houk, seconded by Mr. Boltz, with all members present voting in favor, the 2014-15 Compensation and Benefits Agreement affecting Non-Act 93 employees including: Director of Business Services, Director of Human Resources, Administrative Secretaries, and Board Secretary, was approved with salaries set forth by the Board as presented in the attached listing, in addition to incorporating voluntary changes made to the 2013-14 medical benefits.

D.1 Elimination of Professional Position

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mr. Tucker, seconded by Mr. Rossi, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV eliminated the following positions effective June 30, 2014, pursuant to Section 1124 (2) of the Public School Code because of curtailment/alteration of educational program as a result of substantial decline in course enrollments and to conform with standards of organization or educational activities required by law or recommended by the Department of Instruction:

- (1) Special Education Supervisor
- (1) Special Education Teacher

D.2 Suspension Due to Curtailment /Alteration of Program

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mrs. Houk, seconded by Mr. Tucker, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, displaced and suspended the following named professional employees pursuant to Section 1124(2) of the Public School Code, effective June 30, 2014, due to the curtailment/alteration of certain course offerings and due to a substantial decline in pupil enrollment, subject to the employee's rights to a hearing before the Board:

- Deborah Bakowski, Special Education Supervisor
- Gretchen Hopper, Special Education Teacher

President

Secretary

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V. NEW BUSINESS (continued)

E.1 Elimination of Staff Positions

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mr. Rossi, seconded by Mr. Tucker, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV eliminated the following positions effective June 30, 2014 due to declining student enrollment and in order to reallocate the resources of the Intermediate Unit:

- (7) Teaching Assistant

E.2 Support Staff Layoff

BE IT RESOLVED, that on a motion by Mrs. Ferguson, seconded by Mr. Rossi, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV, laid off the following ESPA employees, effective June 30, 2014, due to declining student enrollment and in order to reallocate the resources of the Intermediate Unit:

- Patricia Allshouse, Teaching Assistant
- Sheryl Marsh, Teaching Assistant
- Christine Wisda, Teaching Assistant
- Darla Hanna, Teaching Assistant
- Jodi Cooper, Teaching Assistant
- Tina Hammond, Teaching Assistant
- Christine Wagner, Teaching Assistant

F. Decrease in Hours

Special Education Core Services

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mrs. Houk, seconded by Mr. Roberts, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV reduced the following Teacher positions from 21 hours per week to 14 hours per week, effective July 1, 2014, subject to rights to a hearing, pursuant to Section 1124 (2) of the Public School Code because of curtailment/alteration of educational program as a result of substantial decline in course enrollments and to conform with standards of organization or educational activities required by law or recommended by the Department of Instruction.

- Susan Brydon, Teacher
- Charles Davies, Teacher

President

Secretary

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V. NEW BUSINESS (continued)

G. Decrease in Days

Early Intervention / Special Education Core Services

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mr. Rossi, seconded by Mr. Tucker, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV reduced the position of Hearing Impaired Teacher held by Amanda Smith, 704 Ferne Drive, Kittaning, PA 16201 from full-time to part-time, effective July 1, 2014, subject to her right to a hearing, pursuant to Section 1124 (2) of the Public School Code because of curtailment/alteration of educational program as a result of substantial decline in course enrollments and to conform with standards of organization or educational activities required by law or recommended by the Department of Instruction.

H. Resignations

On a motion by Mr. Tucker, seconded by Ms. Foltz, with all members present voting in favor except for Mr. Glass who abstained, the following resignations were accepted:

Special Education Core Services

1. Kathleen Harper, 211 West Moody Avenue, Apt. 432, New Castle, PA 16101, LPN/Aide, effective at the close of work on June 30, 2014 due to retirement.
2. Janean Stringer, 120 Fisher Lane, Baden, PA 15005, Special Education Supervisor, effective at the close of work on June 30, 2014 due to retirement.
3. Linda Hall, 1829 Eastbrook Road, New Castle, PA 16101, Teaching Assistant, effective at the close of work on July 1, 2014 due to retirement.
4. Nancy Isacco, 4110 William Flynn Highway, Forestville, PA 16035, Puppeteer, effective the close of work on June 30, 2014.

WIA In-School Youth Program

5. Amy Blair, 2432 Trentwood Drive SE, Warren, OH 44484, Case Manager / In-School Youth Instructor, effective at the close of work on June 27, 2014.

President

Secretary

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V. NEW BUSINESS (continued)

H. Resignations (continued)

Nonpublic School Services

6. Alexandra Whaley, 3634 Fran Lane, Hermitage, PA 16148, Speech Therapist, effective at the close of work on October 3, 2014 due to retirement.

I. Leave Requests

On a motion by Mrs. Ferguson, seconded by Mrs. Houk, with all members present voting in favor, the following leave requests were approved:

IU / Special Education Core Services

1. Jacqueline Kendall, 1977 Route 956, Volant, PA 16156, Secretary/Clerk, an extension of unpaid intermittent leave from July 1, 2014 through December 31, 2014 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.

Early Intervention

2. Meghan Decker, 273 Estates Drive, Gibsonia, PA 15044, Speech Therapist, an unpaid leave from August 18, 2014 through October 31, 2014 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

J. Increase in Hours

IU

On a motion by Ms. Foltz, seconded by Mr. Tucker, with all members present voting in favor, it was approved that the position held by Elizabeth Bennett, 1346 South Center Street Ext., Grove City, PA 16127, Custodian, be increased from 25 hours per week to 37.5 hours per week, effective July 1, 2014 for the 2014-15 school year due to an increase in workload. Her salary will be Level C, Custodian, on the 2014-15 ESPA salary schedule. Continued employment is contingent upon successful completion of the 60-work-day probation.

President

Secretary

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V. NEW BUSINESS (continued)

K. Increase in Days

On a motion by Mrs. Houk, seconded by Mrs. Ferguson, with all members present voting in favor, the following increases in days were approved as indicated below:

IU

1. The position held by William Nichols, 3030 Georgetown Road, Kennerdell, PA 16374, Van Driver, from 240 days per year at 7.5 hours per day, to 260 days per year at 7.5 hours per day, effective July 1, 2014 for the 2014-15 school year due to an increase in workload; this reduces turnover in drivers and acknowledges the scarcity of available workforce to work a fluid work schedule. His salary will be Level A, Driver, on the 2014-15 ESPA salary schedule.

Special Education Core Services

1. The position held by Caitlin Wallenhorst, 4003 Beechwood Boulevard, Pittsburgh, PA 15217, part-time School Psychologist, from part-time to full-time at 210 days per year, effective July 1, 2014 due to increase in student caseload. Her salary will be based on \$45,000 in accordance with the Board approved Act 93 Nonbargaining Unit Compensation Plan. This position is classified as Psychologist, with all benefits provided in the Board approved Act 93 Nonbargaining Unit Compensation Plan.

L. Days Beyond Contract

On a motion by Ms. Foltz, seconded by Mrs. Houk, with all members present voting in favor, approval was granted for staff to work extra days beyond the 2013-14 contract year at their per diem salary pro-rated for actual time worked:

Special Education

Listing of Special Education staff attached.

President

Secretary

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V. NEW BUSINESS (continued)

M. Position Changes

On a motion by Mr. Tucker, seconded by Ms. Foltz, with all members present voting in favor, position changes for the following employees were approved as indicated below:

IDEA

1. Dr. Bethann Glew, 5230 Elliott Road, Butler, PA 16001, from Supervisor of Training and Consultation, to Supervisor of Special Education effective July 1, 2014. Her salary will be unchanged from the Board-approved Act 93 Group Agreement. This position is classified as Professional I, with all benefits provided in the Board-approved Act 93 Group Agreement.

IU

2. Melanie Turner, 218 East Fairmont Avenue, New Castle, PA 16105, from Secretary/Clerk, to Graphics Reproduction Operator / Printer effective July 1, 2014. Her salary will be unchanged from the Board-approved ESPA contract. This position is classified as Level A, Graphics Reproduction Operator / Printer with all benefits provided in the Board-approved ESPA contract.

N. Tenure

On a motion by Mr. Glass, seconded by Mr. Rossi, with all members present voting in favor, it was approved that the minutes of the June 25, 2014 Board Meeting show that tenure was granted to the following teachers who were hired after June 1, 1996 and have attained 3 years of satisfactory service by the end of June 2014:

- Meredith Elkin
- Valerie Corini

President

Secretary

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V. NEW BUSINESS (continued)

On a motion by Mr. Tucker, seconded by Mr. Glass, with all members present voting in favor, motions O.1 through O.4 were approved at one time as shown:

O.1 Employment – Administration Authorizaion

Authorization was granted for the administration to fill staff vacancies that, in the judgment of the Executive Director, must be filled to assure continuity of the program during the period of June 26, 2014 through August 12, 2014. Persons so employed shall be presented to the Board for ratification of action at its next regular monthly meeting on August 13, 2014.

O.2 Employment – Keystone Tutors

The following persons were approved for employment as Keystone Tutors for the 2014-15 school year:

- Diane McGaffic
- Corrie Schessler
- Stacy Payne
- Brock Glass
- Merle Whitmer
- Jerald Barris

O.3 Employment – Continuation

It was approved that the position of Secretary/Clerk held by Amy Bartley, 56 Upper Idlewild Drive, New Castle, PA 16101, continue to be a 210 day per year position, effective July 1, 2014 due to a consolidation of secretarial staff. Her salary will be Level D, Secretary/Clerk, on the 2014-15 ESPA salary schedule.

O.4 Employment

The following persons were approved for employment in the positions as indicated below:

Early Intervention

1. Karen Davidson, 325 Clay Avenue, Mars, PA 16046, LPN, for the Early Intervention Program (July and August duration) effective July 14, 2014 and ending August 15, 2014. Her salary will be Level A, LPN, on the 2014-15 ESPA salary schedule.

President

Secretary

MINUTES, June 25, 2014

V. NEW BUSINESS (continued)

O.4 Employment (continued)

ABE / GED

2. Georgiana Luce, 624 Bedford Road, West Middlesex, PA 16159, as a part-time Administrator in the ABE/GED Program effective July 1, 2014 through June 30, 2015 pending PDE approval.
3. Lisa Novak, 281 Hunter Road, Stoneboro, PA 16153, as a part-time Instructor in the ABE/GED Program effective July 1, 2014 through June 30, 2015 pending PDE approval.
4. Greg Gibson, 125 West North Street, Apt. 202, New Castle, PA 16101, as a part-time Instructor in the ABE/GED Program effective August 17, 2014 through May 29, 2015 pending PDE approval.
5. Nate Burtner, P.O. Box 564, Prospect, PA 16052, as a part-time Instructor in the ABE/GED Program effective August 17, 2014 through May 29, 2015 pending PDE approval.

WIA Program Service for Older Youth

6. Pat Demko, 3459 Nearwood Drive, New Castle, PA 16101, as a part-time Instructor in the Workforce Investment Area Program for Older Youth effective July 1, 2014 through June 30, 2015.

In-School Youth Program 7th & 8th Grade / 9th & 10th Grade

7. Diann Ruozzo, 96 Lafayette Street, New Castle, PA 16102, as a part-time Instructor in the Mercer County In-School Youth Program effective September 15, 2014 through June 15, 2015.

In-School Youth Program 11th & 12th Grade

8. Amy Houk, 29 Fairhill Drive, New Castle, PA 16105, as a part-time Instructor in the Mercer County In-School Youth Program effective June 25, 2014 through June 30, 2015 to fill the vacancy created by Amy Blair's resignation.
9. Lori Warr, 457 Columbia Street, Sharon, PA 16146, as a part-time Instructor in the Mercer County In-School Youth Program effective July 1, 2014 through June 30, 2015.

President

Secretary

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V. NEW BUSINESS (continued)

P. Job Description – ABE/GED Tutor Trainer

On a motion by Mrs. Houk, seconded by Mr. Rossi, with all members present voting in favor, the attached job description for ABE/GED Tutor Trainer was approved.

Q. Substitute Rates

On a motion by Mr. Glass, seconded by Mr. Roberts, with all members present voting in favor, the following substitute rates were approved effective July 1, 2014:

Van Driver	\$ 8.50/hour
Secretary/Clerk	\$ 8.50/hour
Custodian	\$ 8.50/hour
Warehouser	\$ 8.50/hour
Teaching Assistant	\$ 75.00/day
Teacher	\$ 85.00/day
Certified School Nurse/RN	\$ 15.00/hour
LPN	\$ 12.00/hour
Interpreter	\$ 12.00/hour

R. 2014-15 Substitutes

On a motion by Mr. Rossi, seconded by Mr. Roberts, with all members present voting in favor, the attached list of substitutes for the 2014-15 school year was approved.

On a motion by Mr. Tucker, seconded by Mr. Glass, with all members present voting in favor, motions S.1 and S.2 were approved at one time as shown:

S.1 Request for Contract Authorization

In order to comply with PA Public School Code Section 508, approval was granted for Midwestern Intermediate Unit IV to enter into contracts in excess of one hundred dollars (\$100) with service providers as indicated on the attached listing.

S.2 Contract Authorization – Executive Director

The Executive Director was authorized to enter into contractual agreements on behalf of the MIU IV Board of Directors for the period of July 1, 2014 through June 30, 2015. Any contracts in excess of one hundred dollars (\$100) will continue to be presented to the Board retroactively should due dates not coincide with regularly scheduled Board Meetings for the 2014-15 school year.

President

Secretary

MINUTES, June 25, 2014

V. NEW BUSINESS (continued)

T Appointment of Labor Counsel

On a motion by Ms. Foltz, seconded by Mr. Tucker, with all members present voting in favor, it was approved that Mark Wassell of Knox, McLaughlin, Gornall & Sennett, P.C., Erie, PA be reappointed as labor counsel for MIU IV from July 1, 2014 through June 30, 2015 at a rate of \$170 per hour. Services on an as-needed basis will include: discipline and discharge, demotions, transfers, performance evaluations; the interpretation and administration of bargaining agreements; grievance processing and arbitration; unfair labor practice litigation; policy review; EEO claims defense and court litigation related to employment matters.

U. Budget Transfers

On a motion by Ms. Foltz, seconded by Mrs. Houk, with all members present voting in favor, administration was granted authorization to make any budget transfers necessary to close the 2013-14 fiscal year and effect any budget transfers necessitated by local audit reclassification. A detailed list of the transfers, if made, will be provided to the Board for approval after they have been made.

V. Naming of Depositories

On a motion by Mr. Boltz, seconded by Mr. Tucker, with all members present voting in favor, it was approved that PNC Bank, First National Bank, PA Local Government Investment Trust/Wells Fargo Bank, PA School District Liquid Asset Fund/PNC Bank, and Pennsylvania Invest/Wells Fargo Bank be named as depositories for MIU IV funds for 2014-15.

W. Investment of Funds

On a motion by Ms. Foltz seconded by Mr. Boltz, with all members present voting in favor, it was approved that the Director of Business Services and/or the Executive Director be authorized to invest MIU IV funds during the 2014-15 year in accordance with the Public School Code of 1949, as amended, federal regulation and Board policy. Investments will be restricted to those institutions that are secured by pledged collateral, secured by FDIC/FSLIC insurance or pooled securities as provided under Act 72 of 1971.

President

Secretary

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V. NEW BUSINESS (continued)

X. Payment of Accounts Payable

On a motion by Mrs. Houk, seconded by Mr. Roberts, with all members present voting in favor, authorization was granted for the administration to make payment when due in 2014-15 on amounts owed under any contracts which shall previously have been approved by the Board and by prompt payment will permit the IU to receive a discount or other advantage for goods and services by the date specified on a contract or within 30 days after the invoice date from independently owned and operated for-profit business concerns including any person engaged in a trade, employing one hundred or fewer employees operating as a contractor with a political subdivision (Act 138) and on obligations to contractors, subcontractors and design professionals within 30 days (Act 142) and on any bill or claim falling due during periods when normal monthly board meetings are not conducted, utility bills, payment on gross salaries to employees of the MIU IV including employer's share of social security and retirement payments, payment of bills bearing discounts, payment of bills to avoid late charges, payments for postage and petty cash funds, advance expenses of MIU IV personnel as provided in Board Policy.

Y. Facsimile Signature Plate

On a motion by Ms. Foltz, seconded by Mr. Tucker, with all members present voting in favor, the Board authorized the use of the existing check signing facsimile plate until such a time that a new plate can be prepared showing any changes in Board Officers for 2014-15 should the need arise.

President

Secretary

MINUTES, June 25, 2014

V. NEW BUSINESS (continued)

Z. Unemployment Compensation Risk and Claims Management

On a motion by Mrs. Ferguson, seconded by Ms. Foltz, with all members present voting in favor, it was approved that the Pennsylvania School Boards Association Insurance Trust (PSBA Better Unemployment Compensation (BUCS) Comprehensive Program) be retained to provide a program for management of unemployment compensation risks and claims and related services for a term commencing July 1, 2014 and ending upon a cancellation notice by either party ninety (90) days before June 30, 2015. Services of the PSBA BUCS Comprehensive program include:

- Claims Control Services
- Administrative Services
- Management Reports and Information Services
- Field Services
- Aggregate Excess Insurance Coverage

The 2014-2015 program premium is projected to be: \$ 116,325.00

The recommendation that MIUIV participate in the PSBA BUCS Comprehensive Program which includes the aggregate excess insurance coverage feature is based on a review of MIU IV's prior claims experience.

2008-2009 claims billed and paid	\$15,996.96
2009-2010 claims billed and paid	\$48,795.57
2010-2011 claims billed and paid	\$21,718.64
2011-2012 claims billed and paid	\$172,736.17
2012-2013 claims billed and paid	\$183,995.22
2013-2014 claims billed to date:	\$107,495.52
• 3 rd Quarter \$31,343.44	
• 4 th Quarter \$41,915.73	
• 1 st Quarter \$34,236.35	
• 2 nd Quarter \$_____	

President

Secretary

MINUTES, June 25, 2014

V. NEW BUSINESS (continued)

AA. Annual Approval of Credit Card Corporations and Authorized Employees

In compliance with MIU IV Policy #610.1 – Credit Cards, on a motion by Ms. Foltz, seconded by Mr. Rossi, with all members present voting in favor, the attached listing of corporations was approved, and the attached listing of Intermediate Unit employees was approved as the authorized individuals to use the applicable credit cards. Each authorized employee will sign the credit card employee usage agreement and it will be made part of the employee's personnel file maintained in the Office of the Director of Human Resources.

BB. Executive Director Travel

On a motion by Mr. Glass, seconded by Mrs. Houk, with all members present voting in favor, authorization was granted to approve job-related travel in accordance with MIU IV Board Policy #331 – Job Related Expenses for the Executive Director from July 1, 2014 through June 30, 2015.

CC. Audiovisual and Microcomputer Supplies Bid

Bids closed on May 30, 2014 at 1:00 p.m. Bids were tabulated and reviewed following the bid opening for the Audiovisual and Microcomputer Supplies. On a motion by Mr. Glass, seconded by Mr. Rossi, with all members present voting in favor, the attached recommended bid award summary was approved.

Bids received from: Grafix Business Solutions, LLC
 Onlinetechstores.com
 Pureland Supply LLC
 The Tree House, Inc.

DD. 2014-15 Insurance Package

On a motion by Mr. Tucker, seconded by Mrs. Houk, with all members present voting in favor, it was approved that UPMC provide 2014-15 worker's compensation coverage at a cost of \$174,747; PSBA provide 2014-15 umbrella insurance coverage at a cost of \$19,276 and cyber liability coverage at a cost of \$8,058; and Ohio Casualty provide 2014-15 property, general liability, business auto, boiler and machinery, and errors and omissions coverage at a cost of \$48,807 with Arthur J. Gallagher Risk Management Services as broker be approved. A renewal comparison is attached.

President

Secretary

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V. NEW BUSINESS (continued)

EE. Tyler Technologies Package

On a motion by Mr. Rossi, seconded by Mrs. Houk, with all members present voting in favor, permission was granted for Midwestern Intermediate Unit IV to enter into an agreement with Tyler Technologies for Finance and Student Software packages, at a cost not to exceed \$175,000, contingent upon statewide revenue sharing opportunities.

VI. BOARD REORGANIZATION FOR 2014-2015

- A.** The President called for nomination of a board member to serve as Temporary Chairperson.

Mr. Glass nominated Mr. Tucker to serve as Temporary Chairperson. Mr. Roberts made a motion to close nominations, seconded by Mr.; Rossi, with all members present voting in favor.

- B.** Mr. Tucker called for nominations for President.

Mrs. Houk nominated Mr. Butchy. Mr. Boltz made a motion to close nominations, seconded by Ms. Foltz, with all members present voting in favor.

Mr. Tucker called for nominations for Vice-President.

Mr. Butchy nominated Mr. Glass. Mrs. Houk made a motion to close nominations, seconded by Mr. Rossi, with all members present voting in favor.

Mr. Tucker called for nominations for Secretary.

Mrs. Houk nominated Laura Urbach. Mr. Glass made a motion to close nominations, seconded by Mr. Butchy, with all members present voting in favor.

Mr. Tucker called for nominations for Treasurer.

Mrs. Ferguson nominated Mr. Boltz. Mr. Rossi made a motion to close nominations, seconded by Mr. Butchy, with all members present voting in favor.

President

Secretary

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VI. BOARD REORGANIZATION FOR 2014-2015 (continued)

Mr. Tucker called for nominations for PSBA Liaison.

Mr. Butchy nominated Mr. Tucker. Mrs. Houk made a motion to close nominations, seconded by Mr. Roberts, with all members present voting in favor.

- C. Election of Officers: President, Cedric Butchy
Vice-President, Merle Glass
Secretary, Laura Urbach*
Treasurer, Joseph Boltz
PSBA Liaison, John Tucker

(*non-voting member)

On a motion by Mr. Rossi, seconded by Mr. Roberts, with all members present voting in favor on roll call, the above named persons were accepted as elected officers to the Midwestern Intermediate Unit IV Board of Directors for 2014-15.

VII. ADJOURNMENT

On a motion by Mr. Tucker, seconded by Mr. Glass, with all members present voting in favor, the meeting was adjourned.

President

Secretary